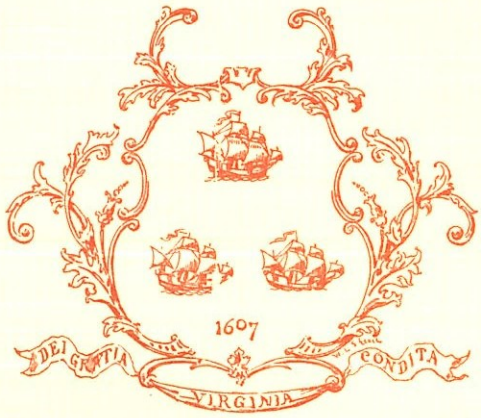
The Association for the Preservation of Virginia Antiquities.

CHARTERED APRIL 1, 1889.



HEADQUARTERS APVA

THE GABRIELLA PAGE HOUSE
2705 PARK AVENUE

RICHMOND, VIRGINIA 23220
TELEPHONE 359-0239

BRANCHES OF THE APVA

ALEXANDRIA
CHARLOTTE COUNTY
COLONIAL CAPITAL
DRUMMONDTOWN
FORT HENRY
HANOVER COUNTY
ISLE OF WIGHT
JAMES RIVER
JOSEPH BRYAN
KECOUGHTAN
LANCASTER
MARY WASHINGTON
MONTGOMERY COUNTY
NANSEMOND
NASHVILLE
NORFOLK
NORTHAMPTON
PRINCE EDWARD COUNTY
RALPH WORMELEY
ROANOKE RIVER
RUTH ANDERSON McCULLOCH
SARAH WINSTON HENRY
THOMAS ROLFE
WASHINGTON
WILLIAM BYRD
YORKTOWN

FOUR CENTURIES OF VIRGINIA HISTORY
THE SITES AND STRUCTURES OWNED AND/OR MAINTAINED BY THE ASSOCIATION FOR THE PRESERVATION OF VIRGINIA ANTIQUITIES

BLACKSBURG

Smithfield Plantation (1773) Route #314. Open April 15—November 15, Wednesdays, Saturdays, and Sundays, 1 P.M. to 5 P.M. [1]

CHARLOTTE COURT HOUSE

Thomas Read's Clerk's Office, Reconstruction of 1810 building. Museum. [2 3]

EASTERN SHORE

Debtor's Prison (1782) *Accomac.* [2 3]

Old Court House (1731) *Eastville.* [2 3]

Clerk's Office (1731) *Eastville.* [2 3]

Debtor's Prison (1731) *Eastville.* [2 3]

Hopkins Brothers Store and Steamship Office (c. 1840) *Onancock.* [2]

Custis Tombs, *Northampton County.* [1]

FREDERICKSBURG

Mary Washington House (1772-1789) 1200 Charles Street. [1]

Rising Sun Tavern (1760) 1306 Caroline Street.[1] Open March—November 14, 9 A.M. to 5 P.M., November 15-February, 9 A.M. to 4:30 P.M.

GLOUCESTER COUNTY

Walter Reed Birthplace (1851) [2]

Warner Hall Graveyard [1]

Powhatan's Chimney (17th century) [2]

HAMPTON

The Second Church Site of Elizabeth City Parish (1623-4) 55 East Tyler Street. [1 3]

HANOVER COUNTY

Scotchtown (1771-1777) Route #685. Open April—October 10 A.M. to 5 P.M., Sundays 2 P.M. to 5 P.M. By appointment telephone 1-227-3213. [1]

JAMESTOWN

Jamestown (1607) Open daily, 9 A.M. to 5 P.M. Time extended during summer months. [1]

LEESBURG

Ball Cemetery. [1]

PETERSBURG

Farmer's Bank of Petersburg (1817) Bollingbrook Street. [2]

Nathaniel Friend House (1816) West Tabb Street.

Gill-McIlwaine House (1790) Cockade Alley. [2]

PRINCE EDWARD COUNTY

Old Debtor's Prison (1787) *Worsham.* [2]

RICHMOND

John Marshall House (1790) 818 East Marshall Street, Open Monday thru Saturday 10 A.M. to 4:30 P.M. Sunday 2 P.M. to 4 P.M. [1 3]

Old Stone House (1685-1688) 1918 East Main Street, (housing Poe Museum) open Tuesday thru Saturday 10 A.M. to 4:30 P.M., Sunday and Monday 1:30 P.M. to 4:30 P.M. [1]

Gabriella Page House (1930) 2705 Park Avenue, (APVA Hdqs.) [2]

Adam Craig House (1785) 1812 East Grace Street, (privately leased).

Ann Carrington House (1810) 2306 East Grace Street, (privately leased).

Ellen Glasgow House (1841) 1 West Main Street, (privately leased).

Hillary Baker House (1810) 2302 East Grace Street, (privately leased).

Wirt-Hancock-Caskie House (1808) 2 North Fifth Street, (privately leased).

SMITHFIELD

Isle of Wight Courthouse (1750) Church Street.[2]

SUFFOLK

Site of St. Paul's Protestant Episcopal Church (1753) Western Avenue and Church Street.[1]

SURRY COUNTY

Rolfe-Warren House (1652) Route #31, open April 1 thru October 31, 9 A.M. to 5 P.M.[1]

URBANNA

Old Tobacco Warehouse (1763) housing Middlesex County Library, open Tuesday and Thursday 2 P.M. to 5 P.M., Friday and Saturday 10 A.M. to 1 P.M.[1]

VIRGINIA BEACH

Cape Henry Lighthouse (1791) *Fort Story*. Open daily.[1]

Wishart House (1650-1671).

WILLIAMSBURG

Powder Magazine (1715).[1]

YORKTOWN

Site and Foundation of Secretary Thomas Nelson's House; used as headquarters of Cornwallis.[1]

[1] Open to the public.
[2] Open by appointment only.
[3] Not owned by but maintained by APVA.

CHARTER

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To the Honorable B. R. WELLFORD,
Judge of the Circuit Court of Richmond:

The petition and certificate of Ellen Bernard Lee and others, whose names are signed below, respectfully represent that they desire, under the provisions of Section 1145, Code of Virginia, 1887, to form themselves, and such other persons as shall hereafter be associated with them, into a joint stock company for the conduct of the business hereinafter set forth, and to that end ask to have granted unto them a charter of incorporation.

First. The name of the Company is to be "The Association for the Preservation of Virginia Antiquities."

Second. The object is to restore and preserve the ancient historic buildings and tombs in the state of Virginia, and acquire by purchase or gift the sites of such buildings and tombs with a view to their perpetuation and preservation.

Third. The capital stock of said Company is to be not less than $50, and not more than $1,000,000, divided into shares of $10 each.

Fourth. That the principal office of said Company shall be at the city of Richmond, Virginia, and the

said Company shall have power to establish branch associations in such cities, towns, or neighborhoods as to them may seem fit; and may make such rules, by-laws, and regulations for their government, not inconsistent with the laws of the State, as to them shall seem fit.

Fifth. The chief business of the Company shall be to acquire, for the purposes aforesaid, the sites of said tombs and buildings by gift or purchase, and to that end may acquire and hold real estate not to exceed 100,000 acres.

Sixth. That the officers for the first year shall be as follows, viz:

Mrs. Ellen Bernard Lee, *President*
Mrs. Mary Pegram Anderson, *1st Vice-Pres.*
Mrs. Cynthia B. T. Coleman, *2nd Vice-Pres.*
Mrs. Mary Louisa Tazewell, *3rd Vice-Pres.*
Mrs. Elizabeth Henry Lyons, *Secretary*
Mrs. Belle S. Bryan, *Treasurer*

to be succeeded afterwards by elections to be had in conformity with rules, by-laws, and regulations which may hereafter be adopted by the Association for their government.

M. L. Hughes, Ellen Bernard Lee,
Mary Jeffrey Galt, Mary Pegram Anderson,
Mary Louisa Tazewell, Elizabeth Henry Lyons,
Belle S. Bryan, Lucy Clay Brown,
Cynthia B. T. Coleman, Rebecca M. Smith,
S. C. P. Spencer, L. C. Garrett,
Sarah A. Pryor.

STATE OF VIRGINIA—City of Richmond:

I hereby certify that the foregoing certificates were acknowledged before me in my city aforesaid by Mrs. Ellen Bernard Lee, Mrs. Mary Pegram Anderson, Mrs. Elizabeth Henry Lyons, and Mrs. Belle S. Bryan, whose names are attached to the writing above.

Given under my hand this 2nd February, 1889.

H. M. TYLER, *Notary Public.*

JAMES CITY COUNTY—State of Virginia:

I do hereby certify that the foregoing certificate was this day acknowledged before me in my county aforesaid by Lucy Clay Brown, Cynthia B. T. Coleman, Rebecca M. Smith, S. C. P. Spencer, and L. C. Garrett, whose names are signed to the writing above.

Given under my hand this 5th day of February, 1889.

C. P. ARMISTEAD, *Notary Public.*

CORPORATION OF THE CITY OF NORFOLK, to-wit:

I, John B. Jenkins, a notary public in and for the corporation of the city of Norfolk, in the State of Virginia, do hereby certify that M. L. Hughes, Mary Jeffrey Galt, and Mary Louisa Tazewell, whose names are signed to the writing above, have acknowledged the same before me in my corporation aforesaid.

Given under my hand this 11th day of February, in the year 1889.

JOHN B. JENKINS, *Notary Public.*

VIRGINIA:

In the Circuit Court of the City of Richmond, February 13, 1889.

It appearing to the court that Ellen Bernard Lee, Mary Pegram Anderson, Elizabeth Henry Lyons, Belle S. Bryan, Lucy Clay Brown, Cynthia B. T. Coleman, Rebecca M. Smith, S. C. P. Spencer, L. C. Garrett, M. L. Hughes, Mary Jeffrey Galt, and Mary Louisa Tazewell, have made, signed and acknowledged, according to law, a certificate in writing, having for its object the formation of a joint stock company, for the purposes set forth in said certificate: the court doth grant unto them, and such others as may be hereafter associated with them, a charter upon the terms set forth in said certificate; and it is ordered that they and their associates be and are hereby made and created a body, corporate and politic, by the name of "The Association for the Preservation of Virginia Antiquities," with all the powers and privileges conferred, and subject to all the provisions and restrictions imposed by the laws of Virginia as may be applicable to corporations of this character.

And it is ordered that the same be recorded.

A Copy—Teste:

ALFRED SHEILDS, *Clerk.*

VIRGINIA:

In the Clerk's Office of the Circuit Court of the City of Richmond, February 13, 1889:

The foregoing charter was this day received in the said office, recorded, and is hereby certified to the Secretary of the Commonwealth of Virginia for recordation.

Teste:

ALFRED SHEILDS, *Clerk.*

VIRGINIA:

Office of Secretary of Commonwealth, April 1, 1889:

Charter lodged and recorded.

H. W. FLOURNOY,
Secretary of Commonwealth.

CHARTER OF 1892

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AN ACT

Incorporating The Association for the Preservation of Virginia Antiquities.

Approved March 3, 1892.

1. Be it enacted by the General Assembly of Virginia, That Belle S. Bryan, Cynthia B. T. Coleman, Mary Jeffrey Galt, Parke C. Bagby, Elizabeth Henry Lyons, Mary Pegram Anderson, Anne S. Meredith, and such other persons as are now associated under a charter granted by the Circuit Court of the city of Richmond on the thirteenth day of February, eighteen hundred and eighty-nine, under title of The Association for the Preservation of Virginia Antiquities, or may hereafter become associated with them, are hereby constituted a body corporate by the name of The Association for the Preservation of Virginia Antiquities, for the purpose of acquiring, holding and preserving real and personal property relating to the history of Virginia, and particularly to restore and preserve the ancient historic buildings, tombs, monuments and graveyards, and to acquire by purchase, gift or otherwise, the sites of such property, buildings, tombs and grave-yards, with a view to their perpetuation and preservation.

2. The Principal Office of said Association shall be in the city of Richmond, Virginia, and the said Association shall have power to establish branch associations in such other places as said Association may select; and the branches so established shall be subordinate to and governed by the parent Association established in the city of Richmond, and the parent Association may make such rules, by-laws, and regulations for the government of the branch associations as to it may seem proper and necessary.

3. The said Association shall have power to make and adopt a constitution and by-laws, rules and regulations, for the admission of its members and the members of its branch associations, the election of its officers, and to define the rights and interests of members and the duties of officers, and for the safe-keeping and preservation of its property and funds, and from time to time to alter or repeal such constitution, by-laws, rules and regulations; provided, that the same be not inconsistent with the constitution and the laws of the United States or of the State of Virginia.

4. The Association shall have the power to receive, use, manage and dispose of all funds and property, either real or personal, that may be purchased, granted, donated, devised or bequeathed it, in such manner and to such amount as shall seem to it best calculated to advance the objects of its incorporation.

5. All the property, real, personal or mixed, which said Association now owns or may hereafter acquire by gift, purchase or otherwise, shall be exempt from all State, county, and city taxes or levies.

6. The amount of real estate which the Association may hold at any one time shall not exceed five thousand acres.

7. Any general meeting of the members of the Association, regularly called, at which there are present not less than twenty members, shall be deemed a lawful meeting for the transaction of any and all of the business of the Association.

8. All acts hitherto done by the persons associated together as The Association for the Preservation of Virginia Antiquities, and the purchases of all property in the name of the said Association, are hereby ratified and confirmed as if said persons had at the time been regularly incorporated as said Association.

9. This act shall be in force from its passage.

A copy:

J. Bell Bigger,
Clerk of the House of Delegates and Keeper of the Rolls of Virginia.

March 31, 1896.

AN ACT

To grant to The Association for the Preservation of Virginia Antiquities all the title and interest of the State in certain portions of Jamestown Island, and to confer upon said Association the power to condemn lands.

Approved March 1, 1892.

1. Be it enacted by the General Assembly of Virginia, That all the rights, title and interest of the State

of Virginia to and in the church yard, church lot and grave-yard in and upon Jamestown Island be and the same is hereby granted and transferred to the Association for the Preservation of Virginia Antiquities, and the said Association shall own and hold the same forever for the purpose prescribed in its charter.

2. All the franchises, rights and powers contained in chapter forty-six of the Code of eighteen hundred and eighty-seven are hereby conferred upon said Association and it shall be deemed an internal improvement company for the purpose of acquiring by condemnation such additional land upon said Jamestown Island as shall be necessary for ample ingress and egress to and from all sides of said church-yard, church lot, and grave-yard, and particularly from the said Church-yard, church lot, and grave-yard, to and from the main land on one side and the river on the other, and to erect, if the said Association shall deem necessary, a bridge connecting said island with the main land, and for that purpose to have the further right to condemn a site or sites sufficient for the erection of said bridge.

3. This act shall be in force from its passage.

A copy:

J. Bell Bigger,
Clerk of the House of Delegates and Keeper of the Rolls of Virginia.

March 31, 1896.

THE ASSOCIATION FOR THE PRESERVATION OF VIRGINIA ANTIQUITIES

CONSTITUTION

(Revised 1972)

ARTICLE I

Name

The name of this Corporation is "The Association for the Preservation of Virginia Antiquities."

ARTICLE II

Object

The object of this Association shall be to acquire, use, preserve, manage, and dispose of real and personal property relating to the history of Virginia and particularly to restore and preserve the ancient historic buildings, tombs, monuments, and graveyards, and to acquire by purchase, gift, or otherwise the sites of such property, buildings, tombs, and graveyards with a view to their perpetuation and preservation.

ARTICLE III

Membership

SECTION 1. *Election.* All persons who are members of the Association on April 4, 1972 shall continue as members of the Association subject to expulsion for nonpayment of dues or other reason as may be prescribed in the By-Laws. Additional members may be admitted from time to time as provided in the By-Laws. A current list of the members of the Association shall be maintained by the person designated by the Board of Trustees.

SECTION 2. *Meetings and Quorum.* The date of the Annual Meeting of the members of the Association shall be fixed by the By-Laws. Special meetings of the members of the Association may be called by the President or the Executive Committee of the Association. A quorum at any meeting of the members of the Association shall be twenty as provided in the Charter. The vote of a majority of the members present at a meeting at which a quorum is present shall be necessary for the adoption of any matter voted upon by the members. No member shall vote by proxy.

ARTICLE IV

Board of Trustees

SECTION 1. *Powers and Duties.* The affairs of this Association shall be managed by the Board of Trustees, and the Board shall have all the powers and duties conferred upon it by this Constitution or conferred upon boards of directors under the Virginia Non-Stock Corporation Act as in effect from time to time.

SECTION 2. *Number and Election.* The number of Trustees shall be fixed by the By-Laws, and the Board of Trustees shall be composed of the officers who are elected by the members of the Association, except any officer who receives remuneration from the Association for services to the Association (such excepted officer or officers to attend meetings of the Board upon the request of the President), one Trustee from each Branch as defined in the By-Laws, and other Trustees At-Large, each elected as provided in the By-Laws. The Board of Trustees may elect Honorary Trustees to have all the privileges of Trustees except the right to vote.

SECTION 3. *Meetings and Quorum.* There shall be at least six regular meetings of the Board of Trustees each year, with no regular meeting to be scheduled during the months of July, August, and September, and in scheduling these meetings the Board shall not skip two consecutive months. Special meetings may be called upon the written request of any three Trustees. The By-Laws shall fix the number of Trustees necessary to constitute a quorum at any meeting of the Board, the number so fixed to be not less than one-third of the number of Trustees as fixed by the By-Laws. The act of the majority of the Trustees present at a meeting at which a quorum is present shall be the act of the Board of Trustees.

ARTICLE V

Officers

SECTION 1. *Election and Term.* The Officers of the Board of Trustees of this Association shall be the President, the Vice President, the Recording Secretary, the Corresponding Secretary, and the Treasurer, each elected by the members of the Association for a term of one year. No person may serve in the same office for more than two consecutive one-year terms, unless that officer received remuneration from the Association for services to the Association. The By-Laws may prescribe the procedure for nomination and election of the officers of the Association.

SECTION 2. *Duties.* The duties of the respective officers shall be prescribed in the By-Laws.

ARTICLE VI

Advisory Committee

There shall be an Advisory Committee composed of not more than twenty members appointed by the Executive Committee with the approval of the Board of Trustees of the Association. The Advisory Committee shall meet at the call of the President and/or the Executive Director of the Association, who shall be entitled to attend the meeting.

ARTICLE VII

Branches

There shall be such Branches as may be approved by the Board of Trustees of the Association. Each Branch shall have rules, By-Laws, and regulations for the government of its activities and such rules, By-Laws and regulations shall not be in conflict with the Charter, Constitution, and By-Laws of the Association.

ARTICLE VIII

By-Laws

The Board of Trustees of the Association shall be authorized to adopt, and to amend from time to time, the By-Laws of this Association, which By-Laws shall not be inconsistent with the provisions of the Articles of Incorporation or this Constitution.

ARTICLE IX

Amendment of the Constitution

This Constitution may be amended at any meeting of the members of the Association (at which a quorum

is present) by a two-thirds vote of the members present and voting, provided that the By-Laws may prescribe that notice of any proposed amendment shall be given to the Board of Trustees not less than thirty days or more than sixty days before the meeting of the members, as a condition to the consideration of the proposed amendment by the members at that meeting.

BY-LAWS

(Revised 1972)

ARTICLE I

Membership

SECTION 1. *Membership Categories.* The membership categories shall be as follows: Student, Adult Annual, Mr. and Mrs. Annual, Institutional, Annual Contributing, Annual Sustaining, Corporate and Life.

SECTION 2. *Dues*

Categories	*Dues if collected through Headquarters*	*Dues if collected through Branches*	
		Retained by Branches	*Remitted to Hdqs.*
Student	$1.00	$1.00	
Adult Annual	5.00	Discretionary	$2.00
Mr. and Mrs. Annual	8.00	Discretionary	3.00
Institutional	10.00		10.00
Annual Contributing	25.00	20.00	5.00
Annual Sustaining	50.00	45.00	5.00
Corporate	100.00	95.00	5.00
Life	300.00	150.00	150.00

SECTION 3. *Prerequisities.* Each member shall receive

a membership card which will entitle him to free access to the Association's properties.

SECTION 4. *Meetings.* The annual meeting of the members shall be held on the first Tuesday in April. Special meetings shall be held after notice in writing of not less than ten days has been mailed to the members. Notice of a special meeting shall state the purpose thereof.

ARTICLE II.

Board of Trustees

SECTION 1. *Number.* The number of the Trustees shall be the total of one from each Branch and a maximum of 34 Trustees At-Large.

SECTION 2. *Quorum.* The quorum of the Board shall be one third of the total number of Trustees.

ARTICLE III.

Officers

SECTION 1. *Election.* Officers as provided in the Constitution shall be elected at the annual meeting of members of the Association. Only members of the Board of Trustees may serve as officers. The term of office shall be one year.

SECTION 2. *Duties.* The President shall be chief executive officer of the Association. The Vice President shall perform the duties of the President in his or her absence. The officers shall perform such duties as normally pertain to their respective offices and as assigned to them by the Board of Trustees. The President may assign special duties to the Vice President, the Recording Secretary, the Corresponding Secretary, and the Treasurer.

SECTION 3. *Attendance.* Any Trustee At-Large who is absent from three consecutive meetings without sending advance notice to the Association Headquarters will be notified in writing by the Corresponding Secretary that three consecutive absences are interpreted as a resignation and that failure to attend the next meeting will cause his or her name to be dropped from the rolls.

ARTICLE IV

Committees

SECTION 1. *Executive Committee.* The Executive Committee shall consist of all the officers of the Association and three or more Trustees. A majority of the elected Executive Committee shall constitute a quorum. The immediate past president shall serve on the Executive Committee the year following his or her term of office.

SECTION 2. *Standing Committees.* Standing Committees with limited authority shall be designated by the Executive Committee with the approval of a majority of the Trustees present at a meeting at which a quorum is present. There shall be the following standing committees: Jamestown and John Marshall House. These committees shall manage the operations of the properties for which they are respectively responsible. They shall operate within budgets prepared by them and approved by the Board of Trustees. They shall meet regularly as they shall determine and shall keep records of their meetings. They shall submit annual written reports to the Board of Trustees.

SECTION 3. *Nominating Committee.* A Nominating Committee of not less than three members shall be selected by the Executive Committee after the October

meeting and approved by the Board of Trustees at the November meeting. The Nominating Committee shall prepare a slate of officers consisting of one name for each office of the Association; namely, President, Vice President, Recording Secretary, Corresponding Secretary and Treasurer, and not less than three At-Large members for the Executive Committee. The slate may also include nominations for new members At-Large should vacancies need to be filled. No member shall be eligible for nomination as an officer or a member of the Executive Committee if he or she has served five consecutive years on the Executive Committee, except in the case of the immediate past president in accordance with Article IV, Section 1. In preparing the slate, the Committee shall consider recommendations received in writing from members of the Association on or before the first Tuesday in February. Before placing the name of any member in nomination, the chairman or a member of the Nominating Committee, shall have obtained the consent of the person to be nominated. The Nominating Committee shall submit its report to the Executive Committee in February and to the Board of Trustees in March. Election of officers shall be at the Annual Meeting on the first Tuesday in April. After hearing the report of the Nominating Committee, nominations may be made from the floor, provided that the person whose name has been placed in nomination has agreed to serve.

SECTION 4. *Other Committees.* The duties and responsibilities of other committees shall be established by the President with the approval of the Executive Committee, and these duties and responsibilities may be altered from time to time as circumstances warrant.

Each committee shall report to the Board of Trustees in writing not less often than annually.

SECTION 5. *Ex-Officio Members.* The Executive Director shall be ex-officio member of all committees. The President shall be ex-officio member of all committees except the nominating committee.

ARTICLE V.

Non-Budgeted Expenditures

The Board of Trustees of the Association and the Executive Committee shall not authorize any non-budgeted expenditures of $1,000.00 or more without the approval of the Financial Advisory Committee.

ARTICLE VI.

Branch Associations

SECTION 1. *Formation.* A Branch shall be formed wherever the Board of Trustees may deem advisable. The Branch shall submit a copy of its Constitution and By-Laws for approval to the Executive Committee of the Association.

SECTION 2. *Meetings.* The members of each Branch shall meet at least annually at such time as shall be established by the Branch Board.

SECTION 3. *Elections.* The Branch Board shall be appointed by the Board of Trustees for the first year and shall be elected by the members of the Branch in succeeding years at the annual meeting of the Branch. The Board of Trustees may appoint the Board for any Branch that fails to elect its own Board.

SECTION 4. *Officers and Committee.* Each Branch shall elect a chief executive officer and such subordinate officers and appoint such committees as they may consider desirable to hold office for a term not in excess of one year. The Branch Board shall designate in writing to the Headquarters one member to represent the Branch as Trustee.

SECTION 5. *Duties.* Each Branch shall send an annual report with a financial statement to the Board of Trustees on or before the first of February. Each Branch shall submit to the Association not later than June 1 of each year a list of the members of the Branch and shall at the same time remit their dues as members of the Association. The Trustee of each Branch should attend not less than two meetings of the Board of Trustees each year. Should a Branch be dissolved, all property and moneys remaining in the possession of the Branch shall be turned over to the Treasurer of the Association.

SECTION 6. *Solicitation of Funds.* Any solicitation of funds, whether from the public or from any governmental body, other than the collection of dues, shall be initiated only after being presented in writing to and approved by the Executive Committee. Any requests for legislative funds will be coordinated with the Executive Committee of the Association.

SECTION 7. *Audits.* Any Branch handling over $1,000.00 in any one year shall have its books audited and a report of such audit filed with the Treasurer of the Association each year. All Branches shall keep their books in such order as to make an audit possible at any time. The Board of Trustees may call for an audit of the funds of any Branch at any time the Board deems advisable. All

persons receiving or disbursing as much as $5,000.00 within one year shall be appropriately bonded.

SECTION 8. *Placing of Markers and Tablets.* No Branch shall place any marker or tablet using the name of the Association or allow any marker or tablet to be placed on any property of the Association without the approval of the Executive Committee of the Association.

SECTION 9. *Structural Changes.* No structural changes shall be made in any property of the Association without the written approval of the Association. Historical research and/or archaeology shall constitute the basis for any reconstruction, preservation, restoration, furnishing and interpretation of any site owned by or receiving the support of the APVA. Written historical evidence shall be provided for any such request to the APVA for financial assistance and sponsorship of projects, grant applications and fund-raising.